

**Minutes of the Meeting of Sandymoor Parish Council held at
Hazlehurst, Acton's Wood Lane
Thursday 25th April 2024**

Present

Cllrs S Mahon, Chair, T Willett, Vice Chair, M Graves, S Hurst, B Schon and J Secker

Arthur Neil, Clerk, Louise Irvine, RFO

Six members of the public.

Borough Councillors Davidson and Ryan

1/4/24 Apologies for absence

An apology was received from Cllr P Wright

2/4/24 Declarations of Interest

Cllr Hurst declared an interest in any matters relating to the Academy

3/4/24 Minutes of the meeting held on 28th March 2024

These were approved as a correct record.

4/4/24 PCSO report

It was agreed that this item be deleted from future agendas unless we had had a commitment to attend.

5/4/24 Community Engagement.

There was some discussion regarding the SID. The working group had said that the new location should be Pitts Heath Lane but would consider returning to Walsingham at a later date. This was agreed.

6/4/24 Clerk's Report

The Clerk's written report was received.

It was agreed that the RFO be authorised to make necessary changes to the holiday plan to accommodate the change from calendar year to fiscal year. It was agreed to return to the discussion of the greenhouse project until Hazlehurst had had their meeting with residents on 14th May.



7/4/24 Co-option.

It was agreed to advertise the vacancy by 29th April with a closing date of noon on 16th May

8/4/24 Gifts and Hospitality Policy.

A draft policy had been circulated. It was agreed to adopt with the following changes. The amount in para 4 by £1 and in para 6 £50

9/4/24 Financial Risk Assessment.

It was agreed to adopt the Financial Management and Risk Assessment circulated by the RFO.

10/4/24 Preparations for the Annual Meeting

It was agreed to have Annual Parish Meeting prior to the Annual Council meeting. Members were advised that they would need to complete new declarations of interest and Acceptance of Office, the latter having to be signed in the presence of the Clerk as Proper Officer.

11/4/24 Summer Fair

Cllr Willett updated members on arrangements for the fair noting that Silcock's Fun Fair had been booked along with 40 stalls.

12/4/24 Borough Council Report including Highways issues

Cllrs Davidson and Ryan reported on their activities over the previous month.

13/4/24 Planning Applications

There were no comments to make on recent applications.

14/4/24 Accounts for payment

The following payments were approved.

			VAT	
Staff	Salaries	1154.46		1154.46
HMRC	Employer Tax & NI Payments	169.70		169.70
Cheshire Pensions	Employer Pension Payment	375.36		375.36
A L Neil	Expenses	37.80		37.80
Microsoft	Office 365 Standard	20.60	4.12	24.72
Microsoft	Office 365 Basic	4.90	0.98	5.88
Shires Accountants	Annual Payroll Invoice	531.50	106.30	637.80
	Totals	2294.32	111.40	2405.72

S. L. W.

15/4/24 Finance Report

The RFO reported as follows:

Previous Bank Balance (18 Mar 2024): £84,657.11
Total Bank Balance: £176,112.85
Current Bank Balance (18 Apr 2024): £125,062.91
Savings Account (18 Apr 2024): £51,049.94
Expenditure (18 Mar 2024 – 18 Apr 2024): £6,312.20
Income (18 Mar 2024 – 18 Apr 2024): £46,718.00
POS Dowry1: £707,686.66
Dividend Received for Quarter (31 Jan 2024): £9,007.02
Sink Fund2: £38,885.71
Dividend Received for Quarter (31 Jan 2024): £494.91

The RFO submitted an end of year report and the AGAR from 2023-2024 both of which were approved.

16/4/24 In accordance with the Local Government Act it was resolved to conduct the rest of the meeting in Part B

Part B

17/4/24 POS Update

The Chair reported that good progress was being made on all POS transfers and hoped to report on completion very soon.

18/4/24 Investment Strategy

It was agreed that we could deal with Arlingclose asking for very specific advice on very specific issues rather than a fuller arrangement.

The meeting closed at 9.05 p.m.



Clerk's Report April 2024

POS

The Chair, RFO and I have been preparing the Invitations to Tender in readiness for the transfer of land to the Parish Council. They will be circulated to the Council as soon as completed.

We are also hoping to meet up with our legal advisers to ensure we have all bases covered.

Garden/Greenhouse Project

The Manager distributed leaflets from us to residents after our last meeting. To date seven residents and several members of staff have indicated a willingness to be involved. Hazlehurst will be having a meeting on 14th May when the matter will be raised again.

Speed Indicator Device

I hope to have the latest data before the meeting. We are now able to decided where we would like it to go next.

Swan's Reach Bin

I have now signed a contract with Business Waste Ltd for a year. They will be emptying the bin on a fortnightly basis starting 7th May

Primary School

The Chair and I have met with the Principal at the Academy to discuss possible ways of securing a primary school for Sandymoor.

Annual Leave Policy

The policy adopted at the last meeting agreed the financial year as the basis for annual leave whereas the current arrangements are based on the calendar year.

The Council are asked to agree to the RFO making the necessary arrangements to eliminate anomalies.

Arthur Neil

Clerk

22nd April 2024